

Live Oak High School
September 13, 2018
Home & School Club Meeting Minutes

Purpose: General Meeting

Date/Time: Thursday, September 13, 2018, 9:00am

Board Members Present: Cherisse White (President), Paula Scotney-Castle (Treasurer), Ann Pember (Secretary)

General Members Present: Denise, Dr. Maria Reitano, Noelle Weeks, Denice Verhoeven

Call to Order: Cherisse called the meeting to order at 8:45 a.m.

I. Adoption of Agenda:

II. Approval of Minutes: 4/19/18, 5/21/18, and 8/9/18 Meeting Minutes reviewed and approved by meeting attendees with May and August edits.

III. Committee Reports

a. Treasurer's Report – Paula Scotney-Castle

- i. Paula distributed summary report of 8/1/17-9/12/18
- ii. Current account balance is \$12,640.95 (checking), \$4930.44 (savings)

IV. Principal's Report

- i. Dr. Reitano prefers to be present at the beginning of our meetings, so that she can get back to work.

V. New Business

- a. Live Oak School Nurse is requesting funding for a medication cart for the Health Office.
 - i. Medications are currently kept in a wooden box that is inconvenient to transport during emergencies.
 - ii. Box currently holds medications for at least ten diabetic students. Medicines and juices are also stored in refrigerator.
 - iii. In need of a medication cart that would be easier to roll out in case of emergency.
 - iv. District does not have budget for it.
 - v. After viewing different medication cart options on-line, H&SC approved \$775 to contribute to purchase of cart.
- b. Back to School Night – 9/13/18
 - i. We will have a H&SC rep. at Back to School Night.
 - ii. We will put up poster stating “H&SC Needs Your Help! Please attend one of our upcoming meetings”
 - iii. Dr. Reitano will say thank you for all of the supply donations and will mention poinsettia drive.
- c. Poinsettias
 - i. Loren agreed to work with Marianne.
 - ii. Launch goal for 10/18.
 - iii. Delivery date 11/28.
 - iv. Cherisse will message Marianne to confirm all of the poinsettia dates.
- d. All Fundraisers
 - i. We must fill out LOHS Organization Fundraiser Approval Form for all fundraisers.

- ii. Popcorn fundraiser will be removed from our list due to lack of interest and too many groups selling popcorn this year. i.e. Cheerleaders
- e. Live Oak hosting District Quarterly H&SC President Meeting 12/7
 - i. Time: 8:45am-9am – Social time
 - 9am-10:45 - Breakfast
 - ii. Breakfast will be served.
 - iii. LOH&SC will pay.
 - iv. Will decorate with green and gold, acorns and possibly have some Jazz members come to play.

VI. Old Business

- a. School Supplies and Distribution
 - Teacher teams meet on Tuesdays and Thursdays.
 - H&SC will make list of current supplies and give to Dr. Reitano to let teachers know what we have.
 - 1. Afterwards, teachers can give further requests of what they need, but we don't have, and H&SC will purchase and deliver.
 - H&SC will do all deliveries.
 - 9/28 DEADLINE for school supply requests.
 - All deliveries will be done before 10/11/18.
- b. Board Positions
 - Vice President position is open.
 - 1. Ask Jennifer Allen if she is interested.
- c. Meet and Greet
 - 1. Next time set up the night before so we're better prepared in the morning.
 - 2. Add bagels, more boiled eggs.
 - 3. Yogurt bar was great!
- d. Scrip
 - i. Paula will do one big Scrip push that will be launched after Halloween.
 - ii. Delivery dates will be completed by 12/6.

VII. Next Meeting/Adjournment and Important Dates

- a. Future H&SC Meetings – 8:45am, 2nd Thursdays of the month, 10/11, 11/8, 12/13
- b. District Quarterly H&SC President Meeting at Live Oak -12/7